



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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COMMISSIONER OF ADMINISTRATION

July 30, 2004

ISIS Memorandum 05-003

To: ISIS Agency Liaisons
Fiscal Officers
Purchasing and Contract Management Personnel

SUBJECT: AFS, AGPS and CFMS Availability July 30 – August 15, 2004

****** Please distribute this important information to all AFS, AGPS and CFMS users. ******

Listed below is the availability of the AFS, AGPS and CFMS systems to users during the Encumbrance Rollover and 13th Period Close Processes for FY 2004:

July 30	7am until 7pm
August 2 – August 6	7am until 7pm
August 7	7am until 5pm
	Encumbrance Rollover runs
August 8	7am until 4pm
August 9 – August 13	7am until 9pm
August 14	System unavailable to agency users
	AFS Clearpay/Credit Memo Process runs
	Control Agencies make 13th Period Adjustments and 13th Period Close Process runs
August 15	System availability depends on whether close processes are complete

After 13th Period adjustments are completed, the 13th Period Close process will run Saturday, August 14th. Reports will be in BUNDL on the following day. **Please pay close attention to the AFS and AGPS message screens for more details.**

If you have questions, please call the ISIS Help desk at (225)342-2677 options 2 then 4.

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